



**EVOLVE
KIDSCARE**

Parent/Guardian Handbook
Supporting Families in Recovery

Evolve KidsCare

www.evolvekids care.org

WELCOME & MISSION

Evolve KidsCare supports families in recovery by providing safe, supportive childcare. Our services are offered during recovery meetings and recovery-related programming so parents can fully focus while knowing their children are cared for in a positive and nurturing environment.

Our Mission

We provide a safe, structured environment where kids can be kids while parents recovery without guilt.

Our Vision

Empowering the next generation of recovering families.

Who We Serve

Children ages 2-12 during meetings

Drop-off childcare days ages 3-12

Children must be fully potty trained for drop-off center days

KidsCare exists to remove the barrier of childcare so parents can participate in recovery support and build stronger, healthier families.



Program Overview

KidsCare partners with community organizations and meeting locations to provide childcare during recovery meetings and programs.

Our goal is to create a safe, welcoming environment where children can play, learn, and feel comfortable while parents focus on their recovery.

What Children Do at KidsCare

Arts and crafts

Books and storytelling

Games and puzzles

Social play

Movement activities

Age-appropriate

learning activities

KidsCare focuses on creating a positive, supportive environment that encourages creativity, friendships, and emotional development.



CHECK-IN & PICK-UP

Registration

All families must complete an initial Evolve KidsCare registration form before their child attends. After that, parents just check-in and check-out on site unless any information on the registration has changed.

Check-In Process

Parents may check-in their child no earlier than 15 minutes before the start time of the program that day.

Parent signs child in with KidsCare staff

Staff confirm registration and form information

Parent attends meeting or program

Pick-Up

Parents must check-out their child no later than 15 minutes after the end time of the program that day.

- Only authorized adults may pick up children
- ID may be requested
- Parents must sign children out



Parents must remain on-site during meetings unless attending a designated drop-off childcare day.



All forms are available on our website and at each location.

HEALTH & SAFETY

Please keep children home if they have:

- Fever
- Vomiting
- Diarrhea
- Contagious illness
- Severe cold symptoms

Children must be fever-free for 24 hours without medication before attending.

Food

Food policies may vary depending on the location hosting KidsCare.

Most locations do not allow food in the childcare space. If drinks are permitted, they must be:

- In a labeled bottle or cup
- Able to close securely to prevent spills

Please check with staff if you are unsure about food rules at a specific location.

Medication

KidsCare does not administer medication. If your child requires medication during a meeting, a parent or guardian must return to the childcare space to administer it.

Diapers & Clothing Changes

Because most KidsCare programs operate during meetings with parents on-site:

- Staff do not change diapers
- Staff do not change clothing

If your child needs a diaper change or clothing change, staff will contact you to return and assist your child. For this reason, children attending designated drop-off childcare days must be fully potty trained.

Safety

The safety of children is our top priority.

KidsCare staff maintain active supervision and follow safety procedures to ensure a safe and welcoming environment for all children.

Behavior & Supervision

Evolve KidsCare uses positive behavior guidance strategies including:

Redirection → Encouragement → Emotional regulation tools → Restorative conversations

Our goal is to help children learn respectful and responsible behavior in a supportive environment.

For full details, please see our Discipline Policy.

Children are supervised at all times while attending Evolve KidsCare. Staff and volunteers actively monitor children during play, activities, and transitions to ensure a safe environment.

Staff may separate children if necessary to prevent harm to themselves or others while continuing to supervise all children appropriately.

Evolve KidsCare staff and volunteers:

Complete background checks when required → Follow KidsCare safety policies and procedures → Work together to ensure children are properly supervised at all times

KidsCare is committed to maintaining a safe and supportive environment for every child.

Staff are trained to recognize and respond to situations that may affect a child's safety or wellbeing.

Under Maryland law, KidsCare staff are mandated reporters → If staff have reason to believe a child may be experiencing abuse or neglect, they are legally required to report concerns to the appropriate authorities.

This policy is intended to ensure the safety and protection of all children.

KidsCare understands that children may be experiencing stress or transitions related to family recovery. Staff approach children with patience, empathy, and supportive guidance to help them feel safe and respected.

Our Commitment to Families

Evolve KidsCare is committed to providing a safe, welcoming, and supportive environment for children while parents participate in recovery programs and meetings. Our staff work to create a space where children feel comfortable, respected, and cared for while families focus on their recovery journey.

Safety & Responsibility

KidsCare staff actively supervise children and follow program safety procedures. While every effort is made to maintain a safe environment, participation in group play activities may involve minor risks such as bumps or falls.

Parents and guardians play an important role in maintaining a safe environment by:

- Providing accurate registration and emergency contact information
- Informing staff of allergies, medical, or behavioral needs
- Remaining reachable during meetings or program hours
- Following KidsCare policies and procedures

Parents will complete a separate registration and liability form acknowledging program participation and safety policies.

Questions or Concerns

We are here to support your family.

Contact KidsCare:

Email: info@evolvekidscore.org – Phone: 443-798-7628

KidsCare is honored to support families in recovery and provide a safe place for children to play, grow, and thrive.